



Robert J Jefferson
Director

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TOWN OF ARLINGTON **OFFICE OF EMERGENCY MANAGEMENT**

Local Emergency Planning Committee
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Meeting: Wednesday February 13, 2013 9:00 am
Community Safety Building –EOC First floor

Attendance: Attendance: Robert Jefferson, AFD Chief/EMD Director; Owen Carrigan, EMD Deputy Director; Mike Rademacher, DPW Director; Deputy Chief James Baily, AFD; Captain Rich Flynn, APD; Arlington Town Manager, Adam Chapdelaine; Mark Miano, Town Facilities Manager; David Good, Chief IT Officer; Dan O'Leary, AEM; Joan Roman, Public Information Officers; Andrew Flanagan, Deptuy Town Manager; Christine Connolly, Director Health & Human Services; and Thomas Quintal, Animal Control Officer.

Minutes of September 27, 2012 Approved.

- Introductions and Attendance: Chief Jefferson introduces Thomas Quintal as a new member to the LEPC.
- Update on Local, Regional, and State EM initiatives and meetings: Arlington's membership is the Mystic Region Emergency Planning Committee satisfies federal compliance, however, we will continue to meet at LEPC to keep everyone up-to-date on regional activities as well as staying connected locally. Regional animal sheltering is also being discussed. Chief Jefferson will be updating the E-CEMP.
- Training Discussion, - Ham Radio, and Sheltering tabletop schedule: Chief Jefferson and Owen Carrigan met with ham radio operator in Concord to assess this mode of communication during an emergency. After reviewing resources necessary for use and training and limited reach of these devices, it was determined that this was not a viable option. Committee approves motion to return ham radios to NERAC.
- Review and update of the Hurricane Sandy: Chief Jefferson gives a brief chronology of storm, from early preparedness two days prior to end of emergency. He compliments DPW on their efforts during and after this major event. Discussion on communication issues with NStar and how power outages are prioritized is reviewed. Since the storm the Town has worked with internal groups to reaffirm this need. The Board of Selectmen also adopted an Emergency Policy that supports this goal. There was also discussion on setting expectations of residents for outages. It is becoming more common that outages may last days and how they should be

prepared. Also residents need to understand NStar priorities when a storm has major impacts across the region and adjust accordingly.

- Grants – EMPG, CERT, MRC updates: The Director of Health and Human Services, Christine Connolly, found funding to conduct tabletop training exercises for opening a shelter in Arlington, so the group has a better understanding on how to open a shelter, what roles people play, and how shelters work. She will be working with them to develop the training program and set up dates.
- For discussion – Public Information and the media: Public Information Officer, Joan Roman talks about the Newtown, CT shooting and impacts on that community from the media. When events hit the national stage there is an onslaught of phone calls from all over the country, sometimes the world, and staff need to know how to direct these calls accordingly. Christine Connolly concurs that the Town was inundated with calls when the Hepatitis A incident hit the Town several years ago. Although staff members are trying to be helpful, they were answering questions they should have passed along to the appropriate party and subsequently, created more confusion during an already challenging event. The Committee decided to set up a sub-committee to review current policies and protocols with a goal to find ways to educate and remind staff the importance of directing calls to the appropriate party when the media calls. Sub-Committee Members include: Joan Roman, Christine Connolly, Captain Richard Flynn, and Deputy Chief James Bailey.
- Review of Flu season and clinics: Christine Connolly reports a significant jump in season flu cases reported, especially with seniors. Health Department will emphasize flu prevention with seniors next season and continue the vaccination program with children. There was a discussion about mandatory vaccinations for emergency staff. Armstrong reports they have a mandatory vaccination policy.
- Review of snowstorm February 8, 2013: Public Works is winding down from the latest storm that dropped approximately 2' of snow this past weekend. A parking ban in East Arlington is still in effect and DPW crews continue with snow removal and street widening efforts. Chief Jefferson reports that power outages were minimal and commends the DPW staff for their continued great work in snow removal operations.
- New Business: Animal Control Officer, Thomas Quintal explains that the state is in transition about how they handle animal control issues, day-to-day and in an emergency. He's working on a survey with the state about animal control shelters. One shift is looking at resources, regionally. Chief Jefferson reminds LEPC members to take the State's Online Ethics Training. He will disseminate that information to non-Town staff members.
- Schedule Next Meeting: May, 15, 2013, 9 a.m., Safety Building –EOC First floor
- Adjournment: 09:50